



Denali Commission
510 L Street, Suite 410
Anchorage, AK 99501

907.271.1414 tel
907.271.1415 fax
888.480.4321 toll free
www.denali.gov

Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: First	
Name of Project: Summer Internship	
Reporting Period: 10/1/2007 – 12/31/2007	
Contact Person: Memry Dahl	
Contact Number: 677-1700	Email Address: memry@firstalaskans.org
Expenditures to date:	
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.	
Signed by: <i>Ma. Dull</i> Dated: <i>1-21-08</i>	

1. In a few sentences, please describe the scope of your project:

First Alaskans Institute's project provides 28 Alaska Native or rural Alaskan junior, senior, or graduate college students with 10-week summer internship opportunities with partner employers in the students field of study and interest. A central component of the internship is the leadership training seminars which the interns participate in during the internship. Additionally, the Institute tracks the long-term career/work placements for all interns.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

This quarterly report covers how First Alaskans Institute is continuing in its efforts to assist Alaska Natives and other rural residents in acquiring the skills and training necessary to participate fully in private sector business and economic development opportunities. This is accomplished through internships, scholarships, public service programs and other leadership development initiatives.

This quarterly report includes these components: Close-Out and Evaluation of the 2007 Summer Internship and Leadership Friday Sessions, Recommended Program Changes for 2008, Recruitment Activities for 2008, Web Based Tracking Database Update, and Enhancements to the 2008 program.

Close-Out and Evaluation of Summer Program

The fourth quarter activities consisted primarily of preparations and planning for the 2008 program and closeout of the 2007 program. Based on input from interns and employers and program evaluations, small modifications will be made to the 2008 program in an effort to continuously improve the content, delivery, and application of the leadership training sessions. Attached is the Report for the Overall Evaluation for the summer, 2007 program (Attachment 1). The report reflects an overall score of 4.7, out of a total of 5.

A summary of the comments and discussion with the interns at the close-out session on the final day of the 2007 summer program (August 10) indicates the following:

- The interns would like employer to provide a brochure or flyer of their worksite, if available;
- Provide interns with speaker bios prior to their presentation;
- Continue the sessions on these topics:
 - Alaska history and significant events that impact rural and Alaska Natives;
 - Public speaking and presentations;
 - Etiquette;
 - Culture, identity and leaders role in perpetuating
- Do other site visits to Alaska Native profit and non-profit organizations;
- Flexibility for start and finish dates on the internship;
- Explore live online sessions similar to university classes
- Include a forum and networking opportunity with FAI intern alumni at the beginning of Orientation week.

Recommended Program Changes for 2008

To address the above recommendations, the following changes are planned for the 2008 program:

- Modify the Orientation to include a networking opportunity with intern alumni.
- More time will be allowed for smaller group discussions and problem solving to allow for more time to get to know each other better;
- Implement an online 'intern only' access for increased communication and interaction by current and past interns;
- Increase connection with Denali Commission program partners and projects for rural and urban intern placements;
- Expanded program to include policy opportunities in Washington D.C. and Juneau internships; - First Alaskans Institute Juneau Public Policy Internship begins January 14, 2008 – April 18, 2008 (attached flyer)
- Expanded leadership training program to year-round, with Leadership Development sessions for those already in leadership positions and who are not necessarily college students (could include tribal leaders, others employed in emerging management/leadership positions, etc.) – Leadership + monthly sessions begin January 18, 2008. (attached flyer)

Recruitment Activities for 2008

Recruitment for partner companies and interns began in December with outreach focused on new partners.

The recruitment notices were posted on the First Alaskans web, announced via e-mail to past partner companies, potential and interested employers, and a variety of organizations, colleges, and individuals that are in regular communication with students. Copies of the program announcement are attached which includes recruitment and selection timelines for the 2008 program year for interns and employers and the application process (Attachment 2).

Emphasis will be placed on coordinating with the Denali Commission to recruit Denali Commission partners, project communities and distressed communities.

Web Based Tracking Database Update

Currently staff is working on the annual intern update information which is used to assess program outcomes and impacts and Alaska Native placements within the workforce. This will include an assessment of each participant, and questions about their current status and future plans. The survey will include the impacts the program has had on their plans for the future, whether they have received full or part time employment, their service on boards/committees/councils or in volunteer work, impacts on further education, promotions, etc.

This info will come through extensive interviews and contact with each of the almost 100 participants to date.

First Alaskans' website has been revamped and now has an area designated for employment, internship, fellowship, and scholarship to be posted by other organizations as a resource for past and present interns.

A review of the technical challenges of the web cast delivery for those in rural Alaska was completed, and recommendations to improve these included the change to more face to face sessions at the front and back ends of the 10 weeks. While the web cast method served our purposes, the quality wasn't sufficient to continue under the same contract. Inquiries will be made during the first quarter with rural-based organizations on their technology capacities to insure the web cast sessions during the middle of the summer program are of the highest quality.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

The next quarter's report will include:

- Additional recruitment activities for partner companies and interns, including campus site visits in Anchorage and Juneau;
- the content for Leadership sessions and speakers using last year's evaluations;
- the technology options will be reviewed for the distance delivery sessions and contracts negotiated;
- logistics for the two weeklong sessions in Anchorage will be explored for pricing and securing meeting and room and board space;
- at least one employer meeting will be held to provide an orientation about the program.

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5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

[illegible]

Please copy and use another sheet if you need more spaces.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

None at this time

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

Individual employers require competencies for their employees. Interns are pre-screened and interviewed prior to participating in the internship program. Interns are also interviewed at the completion of the 10-weeks and yearly after participation in the program.

8. Please identify areas that we can assist you in the future.

Assist in identifying partner employers and communities for intern placements. Assist with recruitment and program evaluation as appropriate.